

**NOTICE CONCERNING SPECIAL EDUCATION
RECORDS FOR PREVIOUS STUDENTS OF
SKIDMORE-TYNAN INDEPENDENT SCHOOL
DISTRICT**

State of Texas law requires districts to maintain special education records on previous students for (5) five years after the student no longer qualifies for special education services. The current practice of the Skidmore-Tynan Independent School District is to maintain records for students who have not been served by special education for the past (7) seven years.

Consequently on October 1, 2017 the District will destroy special education records for:

1. Students who have not been enrolled in the District's special education program since May 31, 2010, and
2. Students who graduated on or before May 31, 2010

Students or their parents/guardians may obtain these records before the records are destroyed by following the steps below.

Please note the records will not be mailed but must be picked up in person. To ensure confidentiality, persons receiving the records will be required to present identification and meet one of the following; an adult student, parent of a dependent student under sections 152 of the Internal Revenue Code, or parent of an adult student who has been given written consent and sign a document indicating receipt of the records. The Special Education office will be open starting July 31, 2017.

Pick up records from the Special Education Office
Skidmore-Tynan ISD – 361-287-3426 ext. 2007